



Out-of-Attendance Area Application

ELEMENTARY SCHOOLS

The school district establishes and adjusts as necessary, attendance boundaries in order to efficiently utilize each school. Students normally attend school within their attendance area. However, School Board Policy 1032.2 allows for attendance out of the attendance area on a **space-available basis** provided the parent provides transportation to and from school. An application to attend a school outside of your attendance area must be submitted either online or in person at the school you wish your child to attend.

1. There will be **NO BUS SERVICE**. Students must arrive **on time** for the opening of school and be picked up **on time** when the school day is done. Out-of-attendance area students will be expected to maintain regular attendance (**less than 10 absences for the year and few issues with tardies**).
2. OAA lotteries will **open on the first Wednesday of April** for the following school year and **close on the last Wednesday of June**. Only applications submitted by the closing date and time will be eligible for preferences applied during the lottery process. Late Application Submission will open the first Wednesday of August with application added to the bottom of the OAA Lottery Waitlist in the order received.
3. No out-of-attendance area student shall be assigned to a classroom with enrollment that is two (2) below the established PTR for that grade level.
4. Permanent placement for the school year will not be determined until the tenth day of school or as early as possible. Parents will be notified of approval or denial.
5. When a student has a change of address during the school year resulting in out-of-area attendance, a completed out-of-attendance area application is required to be on file with the principal.

Please complete, sign, and submit this form to the out-of-attendance area school so it can be included in the online OAA lottery. Parents submitting a paper application will receive an email verifying their application was submitted and how to access their lottery account. Visit www.k12northstar.org for *Out-of-Attendance Area Frequently Asked Questions and Answers* and to view the *Lottery Handbook*.

Student's Legal Name	Grade Placement	Attendance Area School
Student I.D.	Birth Date	Parent's Daytime Phone Number
Mailing Address	City	State
Residence Address		
Email address	School-age Siblings	

I would like my son/daughter to attend _____ School. I understand the guidelines set forth and I will adhere to them. **I understand my student must adhere to attendance standards in order to continue attending school out-of-attendance area.**

Parent's Signature _____ Date

Official Use Only:

Application received: Date _____ Time _____ Staff's Initials _____

Application entered into the Lottery: Date _____ Time _____ Staff's initials _____